



SHRI RAMASAMY MEMORIAL UNIVERSITY SIKKIM

Examinations Department

ANNUAL REPORT

AY 2017-2018

TEAM

COE

Asst.CoE

Test Coordinator

School of Information & Technology

Test Coordinator

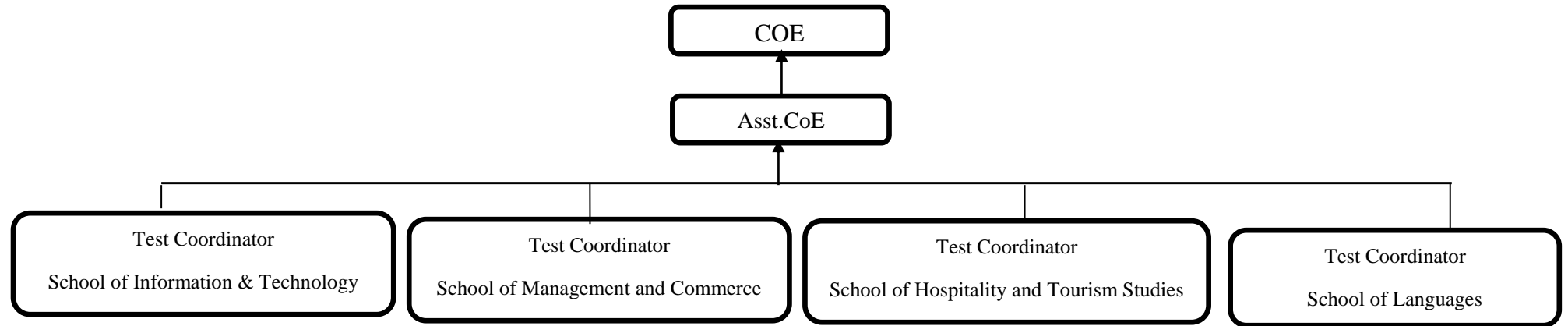
School of Management and Commerce

Test Coordinator

School of Hospitality and Tourism Studies

Test Coordinator

School of Languages



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INTRODUCTION

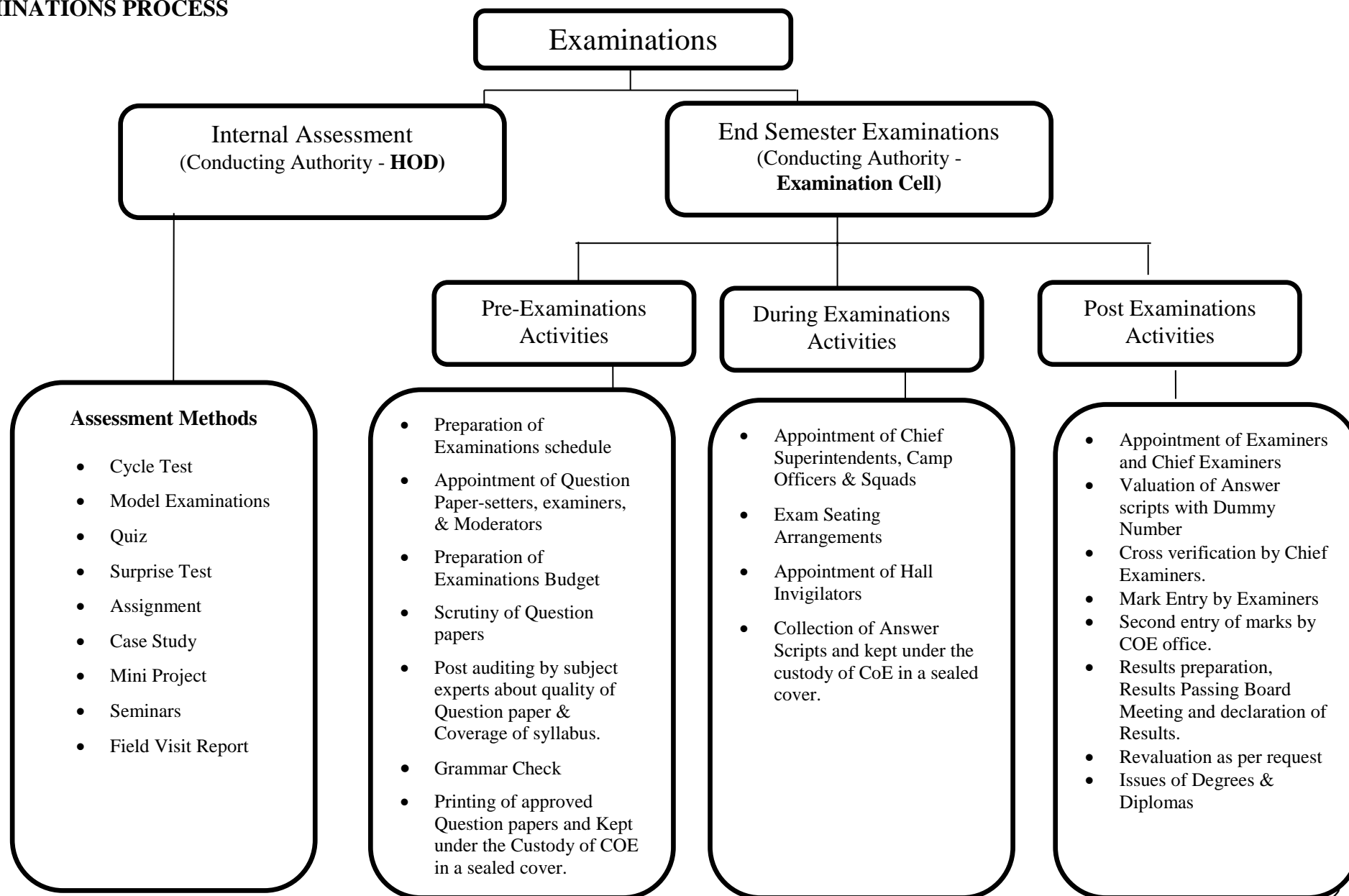
The Office of the Controller of Examinations shall be responsible for maintaining the standard of all the University Examinations. It is the duty of the office of the Controller of Examinations to arrange for preparation, scheduling, conduct of University Examinations, arranging for valuation of answer scripts and all other incidental matters connected with the conduct of examinations.

The other responsibilities of the office are:

- a) Processing and publishing the results in time.
- b) Issuing of certificates like Statement of Grades/Marks, Consolidated Statement of Grades/Marks and Provisional Degree Certificates.
- c) Providing Transcripts and Migration Certificates.
- d) Publication of rank lists and Medallists before the conduct of Annual convocation
- e) Conduct of the Annual Convocation as and when the Chancellor directs and issue of Degree Certificates to all the qualified students of University Departments and Award Degree for the students qualified.

The examinations are scheduled in line with institutions' academic calendar. The Examination process is completely automated and it was done through SRMEAS (SRM Examinations Automated System).

EXAMINATIONS PROCESS



INTERNAL ASSESSMENT

Assessment Procedure

Both Internal and End Semester Examinations evaluate the complete academic performance of a student.

The student's performance in each course, in general, is evaluated based on in-semester (internal) assessment and end semester examination as listed below:

Type of Courses	Weightage of Assessment Tool			
	Internal Assessment		End-Semester Examination	
	Theory	Practical	Theory	Practical
Theory Courses	50 %	--	50 %	--
Practical Courses	---	50 %	--	50 %
Project Work	50 %		50 %	
Pure Internal Assessment Courses	100 %		--	

The faculty in-charge will be in-charge of entering all internal test components (like Cycle Test, Model Examinations, Quiz, Surprise Test, Seminar, Assignment, Field visit, case Study) of the respective students for the course handled by him /her.

At the end of the semester, the attendance earned by each student is calculated by system, students who are having 75 % of attendance and above are eligible to appear the end semester examinations. Students who are having of 65 %-74 % of attendance are made condonation and students who are having 64 % of attendance are detained from writing end semester examinations in respective courses.

At the end of the semester, the faculty will 'submit' the marks to the Head of the department through SRMEAS system and it will be sent to COE after the approval from HOD.

The Evaluation process existing in the university is absolutely transparent and effective. The students are free to raise any deviations in the evaluation process, and are being address immediately.

The internal assessment marks for each courses are intimated to all students' viva SRMEAS student portal and parents can view the marks in parent portal which would facilitate the students to channelize his/her efforts to improvise grades.

Passing Marks:

A candidate shall be declared to have passed in each paper / practical / Mini Project and Viva-voce, if he / she secures not less than 40% of marks for UG and 50 % for PG (internal assessment and the End Semester Examinations, put together), provided a minimum of 40% of marks secured in the End Semester examinations for UG and 50 % of marks secured in the End Semester examinations for PG.

EXAMINATIONS

ODD SEMESTER

EXAMINATIONS CALENDAR

ODD SEMESTER

Particulars	From	To
Inviting of Question Papers (Internal Question papers setters and External Question Paper setters)	09-09-2017	13-10-2017
Question paper Scrutiny	16-10-2017	18-10-2017
Printing of Question Papers	23-10-2017	03-11-2017
End Semester Examinations	23-11-2017	12-12-2017
Result Passing Board Meeting	14-12-2017	16-12-2017
Result Declaration	02-01-2018	-
Issue of Grade Sheets	02-02-2018	07-02-20218

PRE-EXAMINATIONS

a. Examinations Schedule

ODD SEMESTER:

Examinations	Particulars	Starting Date	Ending Date	Starting Date	Ending Date
	For 2 nd and 3 rd Years			(For 1 st Year)	
Internal Assessment Examinations	Cycle Test – I	28-08-2017	01-09-2017	18-09-2017	22-09-2017
	Model Practical Examinations	23-10-2017	27-10-2017	01-11-2017	03-11-2017
	Model Theory Examinations	30-10-2017	03-11-2017	13-11-2017	18-11-2017
End Semester Examinations	End Semester Examinations Practical Examinations	07-11-2017	09-11-2017	22-11-2017	25-11-2017
	End Semester Examinations Theory Examinations	23-11-2017	08-12-2017	25-11-2017	13-12-2017

b. SUMMARY OF QUESTION PAPERS

Total Number of Question Papers Received	:	120
Internal Question Papers Setters	:	100.00 %
External Question Paper Setters	:	38.33 %

SUMMARY OF STUDENTS REGISTERED AND APPEARED FOR EXAMINATIONS

Total Number of Students Registered : 646

Total Number of Students Appeared : 646

SCHOOL OF INFORMATION TECHNOLOGY

Program	Registered	Appeared
Bachelor of Computer Applications	156	156
Bachelor of Science in Information Technology	49	49
Master of Computer Applications	9	9

SCHOOL OF MANAGEMENT AND COMMERCE

Program	Registered	Appeared
Bachelor of Business Administration	110	110
Master of Business Administration	52	52
Bachelor of Commerce	40	40
Bachelor of commerce(honours)	29	29
Bachelor of vocation in Banking and finance	6	6
Master of Commerce	14	14

SCHOOL OF LANGUAGES

Program	Registered	Appeared
Bachelor of Arts in English	49	49

SCHOOL OF HOSPITALITY AND TOURISM STUDIES

Program	Registered	Appeared
Bachelor of Science in hospitality and Tourism Management	122	122

SCHOOL OF SKILL BUILDING

Program	Registered	Appeared
Bachelor of Vocation in Pharmaceutical Manufacturing	10	10

POST EXAMINATIONS

a. DECLARATION OF RESULTS:

Date of Declaration of Results	:	02-01-2018
Last date of Examinations	:	12-12-2017
Average No. of Days	:	19 Days

b. Revaluation

No. of Applications received for Revaluation	:	04
Change in result after Revaluation	:	03

EXAMINATIONS

EVEN SEMESTER

EXAMINATIONS SCHEDULE

EVEN SEMESTER

Particulars	From	To
Inviting Question Papers from both Internal Question papers setters and External Question Paper setters	02-03-2018	07-04-2018
Question papers Scrutiny	09-04-2018	11-04-2018
Printing of Question Papers	16-04-2018	23-04-2018
End Semester Examinations	23-05-2018	09-06-2018
Results Passing Board Meeting	13-06-2018	14-06-2018
Results Declaration	22-06-2018	-
Issue of Grade Sheets / Provisional Certificates / Transcripts	22-07-2018	27-07-2018

PRE-EXAMINATIONS (EVEN SEMESTER)

a. Examinations Schedule

EVEN SEMESTER

Examinations	Particulars	Starting Date	Ending Date
	SEMESTER II, IV & VI		
Internal Assessments	Cycle Test – I	19-03-2018	23-03-2018
	Model Practical Examinations	02-05-2018	04-05-2018
	Model Theory Examinations	07-05-2018	11-05-2018
End Semester Examinations	Practical Examinations	14-05-2018	17-05-2018
	Theory Examinations	23-05-2018	09-06-2018

b. SUMMARY OF QUESTION PAPERS

Total Number of Question Papers Received	:	126
Internal Faculty Question Papers Setters	:	100.00 %
External Question Paper Setters	:	30.95 %

SUMMARY OF STUDENTS REGISTERED AND APPEARED FOR EXAMINATIONS

Total Number of Students Registered : 652
Total Number of Students Appeared : 652

Summary:

SCHOOL OF INFORMATION TECHNOLOGY

Program	Registered	Appeared
Bachelor of Computer Applications	158	158
Bachelor of Science in Information Technology	49	49
Master of Computer Applications	7	7

SCHOOL OF MANAGEMENT AND COMMERCE

Program	Registered	Appeared
Bachelor of Business Administration	118	118
Master of Business Administration	51	51
Bachelor of Commerce	40	40
Bachelor of commerce(honours)	29	29
Bachelor of vocation in Banking and finance	6	6
Master of Commerce	14	14

SCHOOL OF LANGUAGES

Program	Registered	Appeared
Bachelor of Arts in English	47	47

SCHOOL OF HOSPITALITY AND TOURISM STUDIES

Program	Registered	Appeared
Bachelor of Science in Hospitality and Tourism Management	123	123

SCHOOL OF SKILL BUILDING

Program	Registered	Appeared
Bachelor of Vocation in Pharmaceutical Manufacturing	10	10

POST EXAMINATIONS

a. DECLARATION OF RESULTS:

Date of Declaration of Results	:	22-06-2018
Last date of Examinations	:	09-06-2018
Average No. of Days	:	13 Days

b. Revaluation

No. of Applications received for Revaluation	:	09
Change in results after Revaluation	:	04

FINAL YEAR STUDENTS APPEARED AND PASSED IN EXAMINATIONS

SCHOOL OF INFORMATION TECHNOLOGY:

Program	Appeared	Passed
Bachelor of Computer Applications	69	69
Bachelor of Science in Information Technology	12	12
Master of Computer Applications	7	7

SCHOOL OF MANAGEMENT AND COMMERCE

Program	Appeared	Passed
Bachelor of Business Administration	22	22
Master of Business Administration	21	21
Bachelor of Commerce	9	9
Bachelor of vocation in Banking and finance	6	6

SCHOOL OF HOSPITALITY AND TOURISM STUDIES

Program	Appeared	Passed
Bachelor of Science in hospitality and Tourism Management	27	27

Total no. of students appeared for the final year examinations : 173

Total no. of students eligible for the award of degree : 173

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